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MINUTES OF THE GEOGRAPHIC RESEARCH AREA STAFF MEETING, 10 NOVEMBER 1960

25X1A9a

PRESENT: [REDACTED]

1. Proposed Foreign Travel, 1 January - 30 June 1961

The Divisions were asked to submit a listing of all foreign travel contemplated for the period 1 January - 30 June 1961. This listing is due to Chief/G by COB, 17 November 1960.

2. Study on Training Objectives

25X1A9a

[REDACTED] announced that St/A is getting together a study on Training Objectives of ORR. This study is to be a guide for supervisors and individuals to indicate training determined to be desirable in terms of job requirements. A sample sheet showing the type of information wanted by St/A for this study was given to each Division Chief; however, it was explained that the sample form did not have to be followed exactly.

25X1A9a [REDACTED] would like to receive the Division replies by 23 November, if possible, but definitely no later than 28 November.

3. CIA Regulation 10-405, Headquarters Emergency Plan

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25X1A6a [REDACTED] asked that the Division Chiefs make sure that everyone reads and understands R 10-405, which makes some changes in the emergency evacuation procedures. All personnel, with the exception of those on the Emergency Team, will report to [REDACTED] as directed in R 10-405. Members of the Emergency Team will follow instructions previously given them.

4. Intelligence Production Course No. 3

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The Division Chiefs and [REDACTED] are scheduled to brief six JOT's on GRA activities and responsibilities on 21 December 1960 as part of ORR participation in "Intelligence Production Course No. 3".

5. Grade Realignment

A meeting was set up for the Division Chiefs for Wednesday, 16 Nov., at 2:00 p.m. to discuss argumentation for grade realignment within the Divisions.

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6. Coordination Within ORR

The question of coordination of ERA reports with GRA was brought up based on a recently published report which lacked graphics, and which was subsequently found not to have been coordinated with GRA. Several means of assuring coordination where it is required were discussed. It was decided that Chief, D/GG, would give Ch/G samples of published ERA reports which had not been coordinated, and that [REDACTED] would take the matter up with Chief/E to see what can be done to remedy the situation.

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[REDACTED]

8. General Assembly of PAIGH

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[REDACTED] reported that meetings of the General Assembly of the PAIGH (Consultations of History, Geography, and Cartography) are now planned for the first two weeks of March 1961, in Rio.